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NORTH HERTFORDSHIRE DISTRICT COUNCIL COUNCIL

THURSDAY, 8TH OCTOBER, 2026

SUPPLEMENTARY AGENDA

Please find attached supplementary papers relating to the above meeting, as follows:

Agenda No	Item
8.	<u>NATIONAL SCHEME OF DELEGATION</u> (Pages 3 - 4)

REPORT OF THE DIRECTOR – PLACE

This report introduces the statutory National Scheme of Delegation for planning applications that comes into effect on 31 October 2026. It seeks approval for necessary amendments to the Council Constitution to operate the National Scheme of Delegation. It also introduces (i) operational guidance that will be maintained and update as required by officers and (ii) discretionary guidance on the use of member briefings and site visits for applications of significance.

Amendments from the Conservative Group to the Appendix 1 to the National Scheme of Delegation item have been included within this supplementary document.

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**COUNCIL
8 OCTOBER 2026**

PUBLIC DOCUMENT

TITLE OF REPORT: NATIONAL SCHEME OF DELEGATION

The following amendment to a motion has been submitted on Agenda Item 8 – National Scheme of Delegation.

Amendment to be moved by Councillor Ralph Muncer and seconded by Councillor Steve Patmore.

National Scheme of Delegation

In addition to the changes proposed in Appendix 1 of the report, the following wording is proposed to be added:

Section 8

8.5. Planning Panel ("**the Panel**")

8.5.1 The Planning Panel is an advisory body which provides non-binding recommendations to Planning Officers prior to the determination of planning applications under delegated authority, with the Panel only being able to provide recommendations in relation to those:

1. Applications which are categorised as Schedule 1 Applications under the *Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026* ("**the Regulations**"); and
2. Applications which are categorised as Schedule 2 Applications under the Regulations that have not been referred to the Planning Control Committee for determination because:
 - i. the nominated officer and member have determined that a referral is not appropriate;
 - ii. the requirements of Regulation 5 have not been satisfied.

8.5.2 The Panel will only make an advisory recommendation to a Planning Officer taking a decision under delegated authority in circumstances where a Local Member has, within three weeks of the matter appearing in the weekly lists of applications, made a request in writing to the Chairman of the Panel, asking for the Panel to consider the application.

8.5.3 Should there be a conflict between the provisions contained within Section 8.5 of the Constitution and any other provisions contained within the Constitution, the provisions within Section 8.5 will prevail.

8.5.4 Membership

No more than twelve (12) members shall be appointed to the Panel.

8.5.5 Quorum

The quorum for a meeting of the Planning Panel shall be five (5) voting members of the Panel.

8.5.6 Meetings

There shall be six regular meetings of the Panel per year, with additional meetings being scheduled where necessary to ensure the Panel is able to make a recommendation for all applications which satisfy the requirements under 8.5.1 and 8.5.2.

8.5.7 Public and Non-Panel Member Participation

The procedure for the participation of members of the public and non-Panel members is the same as that for the Planning Control Committee as set out in Appendix 1 to this Section 8.